RECTECH STUDENT INTERNSHIPS | SUMMER 2014

WELCOME!

Thank you for your interest in applying to this summer's RecTech Internships. At the completion of program and program requirements, interns become eligible to receive a $599 stipend and service learning credits. Please read all the information provided below and contact us with any questions you may have.

WE ARE LOOKING FOR:

- Participants who are self-motivated, punctual, enthusiastic, open-minded and willing to work with others.
- Participants will work safely, think positively, and put forth their best effort.
- Participants who attend all scheduled workshops, field trips and activities. Attendance is mandatory at all scheduled activities. Any intern who misses a meeting or presentation without prior notice forfeits his/her position. If for some reason an intern is running late or is absent from a scheduled day, the student is required to contact the site leader. **IF YOU THINK YOU WILL MISS MORE THAN 2 SCHEDULED ACTIVITIES BECAUSE OF SPORTS OR OTHER PERSONAL ENGAGEMENTS, PLEASE DO NOT APPLY FOR THIS PROGRAM**. Be sure to review the dates and times of your program to ensure it fits your schedule.

YOU MUST:

- be 14-18 years of age (14-19 years old for South Park and Delridge);
- be enrolled in high school during the 2014-15 school year or graduated in 2014;
- have skills in computer and Internet basics and common software applications or desire to learn these skills; and
- demonstrate good interpersonal skills including verbal communication and the desire to work with others.

APPLICATION PROCESS AND INTERVIEWS:

Please answer all questions in the application form completely. If you have any questions, please call or email the contact person on the application. <u>We will not review incomplete applications.</u>

Based on the applications we receive, a group of candidates will be chosen and invited to an interview. The interview will be your opportunity to shine and to tell us anything we might not have learned from your application. Our interviewers will ask you question about yourself, your experience, and your interest in becoming a RecTech Intern. You will want to arrive prepared, energized, and on time.

APPLICATION DEADLINE: JUNE 13, 2014 BY 5 PM

Turn in application to summer program of choice (see page 2)

RecTech Internship Programs

DELRIDGE COMMUNITY CENTER 4501 Delridge Way SW, Seattle, 98106
CONTACT: LESLIE HOWLE | 206.684.0364| leslie.howle@seattle.gov

YOUTH MEDIA INSTITUTE: DOCUMENTARY FILM MAKING

July 7 – August 21; Monday – Thursday, 1:30 PM – 5:30 PM
Youth Media Interns gain valuable digital media arts skills while learning the fundamental tools of Storytelling, Producing, Directing, Camera, Lighting, Sound Recording, and Editing. Teen Producer work includes Public Service Announcements, documentaries, and personal narratives. You will develop investigative reporting, interviewing, and cooperative teamwork skills in a unique workshop environment as you team up with professionals to produce a group project. Following production and post-production of each team project, we'll screen our work and engage in critiques and discussion. You will learn the craft of digital, audio, and visual storytelling as we create PSA's to help serve community organizations who contribute to a socially responsible world.

SOUTH PARK COMMUNITY CENTER 8319 8th Ave South, Seattle, 98108
CONTACT: LOVELY FRANCES DOMINGO | 206.684.7451 | LOVELY-FRANCES.DOMINGO@SEATTLE.GOV

CULTIVATING OUR STORIES: DIGITAL STORYTELLING

July 7 – August 21; Monday – Thursday, 1:00 PM – 5:00 PM
Through this program, you will be given the opportunity to learn about Digital Storytelling, to develop leadership and time management skills, and to become engaged in local community organizations. In this 7-week long internship, you will work on individual projects, then work in groups to create feature stories highlighting the impact of local organizations in the community. Through Digital Storytelling, you will also gain experience conducting research and interviews, improve your writing and public speaking skills, receive training in Adobe Photoshop, Adobe Premiere, Audacity, as well as share your completed projects on PugetSoundOff.org.

RAINIER COMMUNITY CENTER 4600 38th Ave South, Seattle, 98118
CONTACT: JAYCEE COLEMAN | 206.386.1919| JAYCEE.COLEMAN@SEATTLE.GOV

CREATIVE ARTS & DIGITAL MEDIA ACADEMY

July 7 – August 21; Monday – Thursday, 1:00 PM – 5:00 PM
This summer Rainier Rectech will be partnering with MUSICA and SEED to offer the Creative Arts & Digital Media Academy's (CADMA) inaugural course in media literacy. CADMA empowers students to understand that they can reshape the community's public narrative beyond that created by mainstream media outlets. In addition to training local students in journalistic reporting, students will post announcements and reports on the Web site, and a near-real-time "headline" service displayed on the Web site they assist to develop this summer.

RAINIER BEACH COMMUNITY CENTER 8825 Rainier Ave S, Seattle, 98118
CONTACT: TIFFANY LYNN BIGHAM | 206.386.1925 | TIFFANY.BIGHAM@SEATTLE.GOV

MEDIA ARTS & CULTURE

July 15 – August 29; Monday – Friday, 11:00 AM – 3:00 PM
RecTech at Rainier Beach is proud to announce its first ever Media Arts and Culture summer internship program! Throughout our 7-week program, interns will develop individual and group digital arts projects, basic computer literacy skills, college readiness portfolios, introduction to music production, and visual arts presentations. Being part of the Rainier Beach community is an integral part of building positive relationships through creative expression and each week is dedicated to help interns develop real world skills and confidence to grow in their own individual artistic styles. We look forward to seeing you this summer!

PERSONAL INFORMATION
Please print the following information clearly. Illegible applications will not be processed.

Name

What do you want us to call you?

Home Address

City	State	Zip

Date of Birth	Cell phone
	( ) -

E-mail	Home Phone Number
	( ) -

Name(s) of Parent(s)/Guardian(s):

Address(es) of Parent(s)/Guardian(s):

Parent(s)/Guardian(s) Phone Number(s):

Home	Work	Cell

Parent(s)/Guardian(s) E-mail Address(es):

Please note: *Accepted interns will need to fill out additional release forms to be formally accepted into the program.*

INTERNSHIP PROGRAMS
Please rank the program(s) you are interested in applying to in order of preference from # 1-4, **first choice being #1**.

☐ **Youth Media Institute @ Delridge Community Center**
July 7 – August 21; Monday – Thursday, 1:00 PM – 5:00 PM

☐ **Creative Arts and Media Academy @ Rainier Community Center**
July 7 – August 21 ; Monday – Thursday, 1:00 PM – 5:00 PM

☐ **Cultivating our Stories: Digital Storytelling @ South Park Community Center**
July 7 – August 29; Monday – Thursday, 1:00 PM – 5:00 PM

☐ **Media Arts and Culture @ Rainier Beach Community Center**
July 15 – August 29; Monday – Friday, 11:00 AM – 3:00 PM

EDUCATION

Name of High School (Current)	

Grade (as of fall of 2014)	Expected Year of Graduation

Languages Spoken	

WORK / VOLUNTEER EXPERIENCE

Please list your previous work and/or volunteer experience. Start with the most recent.

Employer Name	Position	Dates of Employment Month/Year	Contact Info Supervisor, Address, Phone
1)			
2)			
3)			

Do you currently have a job? Yes ☐   No ☐

If yes, please provide the name, location and schedule of your current job:

CAREER GOALS

Do you want to go to college?   Yes ☐   No ☐

If yes, where do you hope to apply to college?

What career(s) are you interested in?

What do most like to do in your spare time?

How do you think the RecTech Summer Internship will assist you in reaching your future career goals?

TECHNOLOGY

Please rate your current abilities in the following categories. This information is not used to determine your eligibility as part of the program, but helps us create curriculum and measure performance over the course of the internship program. Please answer these questions honestly.

Please rate your ability to use computers:

☐ High   ☐ Medium   ☐ Low   ☐ Not at all

Have you ever taken a technology course or training before?
Yes ☐   No ☐

Course Name	**School Name**

Do you have a computer at home?   Yes ☐   No ☐

Do you have Internet access at home?   Yes ☐   No ☐

How often do you use a computer?

☐ Daily   ☐ 3 times per week ☐ Once a week   ☐ Not at all

How often do you use the internet?

☐ Daily   ☐ 3 times per week ☐ Once a week   ☐ Not at all

SPECIFIC TECHNOLOGY SKILLS

How do you rate your skills in the areas below? Please mark one box for each area.

Area	High	Medium	Low	Not at all
Internet (Internet Explorer, Firefox, etc.)				
E-mail (Hotmail, Yahoo Mail, Gmail, etc.)				
Microsoft Office (Word, Excel, PowerPoint, etc.)				
Web Design (HTML, Dreamweaver, FrontPage, Expressions)				
Creating Digital Media (Music, Photography, Video)				
Graphic Design (PhotoShop, Illustrator, etc.)				
PDAs/Smart Phones or Tablets				
Wiring and Cabling for Networks				
Software Installation				
PC or Apple Troubleshooting and Maintenance				
Network Administration				
Blogs, Discussion Groups, Podcasting				
Video Editing Software				
Other (list below):				

SHORT ANSWER QUESTIONS

Please answer each of the questions on an additional piece of paper. You may hand write your answers or use a computer and print them out. **Please write at least a paragraph but no more than 200 words for each short answer.**

1. **What are your future goals?**

2. **Why should we hire you as a RecTech Intern?**

3. **What do you plan to do with the stipend you earn?**

RECTECH
Help us reach out to people by telling us how you found about RecTech.
Where did you hear about the RecTech program?
Have you participated in a RecTech program before?   **Yes / No** **If yes, which programs/centers?**
Where did you obtain this application form?
(Printed) **Student** **Signature:**

Checklist

Form	Initial
Read through program requirements and internship descriptions (pg. 1-2)	
Completed Personal Information	
Rank Internship Programs	
Completed Education and Work Experience	
Completed Technology-related experience	
Completed Short Answer Questions	

Please complete the following section:

By signing below you are stating that you have read all enclosed materials concerning the RecTech Summer Internship Program and that all statements you have made in the application are true to the best of your knowledge. If accepted, you will be committed to attending all classes, events, and meeting all program requirements.

Signature of Applicant: _____

Printed Name of Applicant: _____

Parental or Guardian Approval for Applicants Under the age of 18 Years of Age:

We have read and understand the enclosed materials that describe the RecTech Summer Internship Program. We have discussed the program with our son/daughter and understand the expectations and authorize him/her to apply for and participate in the RecTech Summer Internship Program.

Signature of Parent/Guardian: _____

Printed Name of Parent/Guardian: _____

Media and Photo Release

I, _____, hereby grant permission to

_____[Name of RecTech Internship Program], the Associated Recreation

Council and to its employees, agents and assigns the right to record and/or use my child's likeness,

image, name, voice and/or statement(s) and/or performance(s), as recorded by any means and in

any medium (including but not limited to our website and social media) existing now or developed

in the future. RecTech may utilize any and all audio or video Recordings created directly or indirectly

in connection with the RecTech program without further approval by or payment to me. I also grant

RecTech permission to use, edit and/or modify the Recordings, in any manner, form or medium, for or

in connection with the program and the charitable purpose of the program.   I hereby waive any

and all rights that I may have to inspect or approve the Recordings or the use to which they may be

applied, as long as they are used in the publicizing, showcasing, marketing and/or promotion of the

[RecTech Internship Program] and RecTech.

Signature of Parent/Guardian: _____

Printed Name of Parent/Guardian: _____